



HQ Air Force Personnel Center



Transition-Civilian Development Plan (T-CDP)

Screen Views

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HQ AFPC/DPKCA
17 October 2005



Overview



- Creating your T-CDP
 - Step 1 Employee Creates a user profile
 - Step 2 Employee Creates Experience History
 - Step 3 Employee Creates Development Plan
 - Step 4 Employee Submits T-CDP to Supervisor
 - Supervisor Submits T-CDP to the Endorser
 - Endorser Submits the T-CDP for Vectoring at the Development Team Meeting 24-26 Jan 06



Login Screen

T-CDP - Transition - Civilian Development Plan - Microsoft Internet Explorer

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Address <https://www.t-cdp.hq.af.mil/Presentation/Authorization/Login.cfm> Go Links

v1.00.01P

T-CDP
Transition-
Civilian Development Plan

 HOME CONTACT HELP

Login

Please enter your Email and Password below to access the system.

If you have not yet created a User Profile, [Click here](#).

Email:

Password:

[Forgot Password?](#)

Click here to create your user profile. Once you have submitted your profile you will receive an email with your user-id and temporary password to create your CDP and begin your four step T-CDP process process.

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Done Internet



Create Profile





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Create Profile

To Create a User Profile, please complete information below

Create User Account

* Denotes Required Fields

* Email/User ID:	<input type="text"/>	* SSN:	<input type="text"/>
* Role:	<input type="checkbox"/> Program Manager <input type="checkbox"/> Program Assistant <input type="checkbox"/> Supervisor	<input type="checkbox"/> Endorser <input type="checkbox"/> Civilian Employee	
* Title:	<input type="text"/>	* Rank/Grade:	<input type="text"/>
* First Name:	<input type="text"/>	Middle Initial:	<input type="text"/>
* Last Name:	<input type="text"/>	Suffix:	<input type="text"/>
* Career Field ID:	<input type="text"/>	* Office Symbol:	<input type="text"/>
* Street Address:	<input type="text"/>		
* City/Base:	<input type="text"/>	* State:	<input type="text"/>
* Postal Code:	<input type="text"/>		
* Comm Phone:	<input type="text"/>	* DSN Phone:	<input type="text"/>
Last Promotion Date:	<input type="text"/>	* Current Position Start Date:	<input type="text"/>
Current Duty Title:	<input type="text"/>		

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Experience History



PROFILE

Mr. John H. Doe

Duty Title Here

john.doe@pentagon.af.mil

123-456-7890

Office Symbol

1234 Smith Street

Washington, DC 20000

RETIREMENT/CAREER PROJECTIONS

Earliest Retirement Date:

MM - YY

Estimated Retirement Date:

MM - YY

Certainty:

☐ Felxable ☐ Certain

Are You Mobile/Willing to Relocate?

☐ Yes ☐ No

When do you expect to vacate your current position?

MM - YY

Do you wish to Opt Out this DT Cycle? (If yes, explain)

☐ Yes ☐ No

EXPERIENCE HISTORY

List your experience history, in chronological order, beginning with your most recent assignment. If possible, list at least the last 5 jobs and no more than 10.

ASSIGNMENT 1

Pay Plan/Series/Grade - Select -

Working Duty Title

Organization & Office Symbol

MAJCOM/HQ - Select -

Geographic Location - Select -

Type Experience - Select -

Level Experience - Select -

Supervisory Experience - Select -

Months/Years in Position MM - YY

Move Up

Remove

Move Down

ASSIGNMENT 2

Pay Plan/Series/Grade - Select -

Working Duty Title

Organization & Office Symbol

MAJCOM/HQ - Select -

Geographic Location - Select -

Type Experience - Select -

Level Experience - Select -

Supervisory Experience - Select -

Months/Years in Position MM - YY

Move Up

Remove

Move Down

Add Another Assignment

Save & Continue

Cancel



Developmental Plan



CDP
Civilian
Career Development Plan

[Complete CDP](#) [Update Profile](#)

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Complete CDP

PROFILE

Mr. John H. Doe

Duty Title Here

john.doe@pentagon.af.mil

123-456-7890

Office Symbol

1234 Smith Street

Washington, DC 20000

RETIREMENT/CAREER PROJECTIONS

Earliest Retirement Date:

Estimated Retirement Date:

Certainty: ☐ Flexible ☐ Certain

Are You Mobile? ☐ Yes ☐ No

Earliest Retirement Date:

Do you wish to Opt Out this DT Cycle? (If yes, explain)

☐ Yes ☐ No

PREFERENCES

Fill in at least one record for Plan 1, Near-time frame. You can fill-in all or some of the three plans with Near, Mid, and/or Long range career projections. You must have a Near in a Plan to have a Mid and so on. All Near-term begin dates will automatically be equal to the date the Civilian plans on vacating the current position. Subsequent begin dates will correspond to the end dates you choose for Near or Mid timeframes for a given plan.

[Print Positioning](#)

PLAN 1						
Time	Begin	End	Experience Level	Duty Title	Location	
NEAR	11/2003	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	
MID	12/2003	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	
LONG	01/2004	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	

PLAN 2						
Time	Begin	End	Experience Level	Duty Title	Location	
NEAR	11/2003	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	
MID	12/2003	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	
LONG	01/2004	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	

PLAN 3						
Time	Begin	End	Experience Level	Duty Title	Location	
NEAR	11/2003	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	
MID	12/2003	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	
LONG	01/2004	<input type="text" value="MM"/> <input type="text" value="YYYY"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	<input type="text" value="- Select -"/>	

[Save](#) [Cancel](#)

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Submit To Supervisor





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Complete CDP Update Profile

Complete CDP

SUPERVISOR INFO -- [Back to Top](#)

Supervisor Title:

* Supervisor Rank/Grade:

* Supervisor First Name:

Supervisor Middle Initial

* Supervisor Last Name:

Supervisor Suffix:

* Supervisor Email:

Submit to Supervisor


Save CDP (Do Not Submit)

Cancel

COMPLETE CDP UPDATE PROFILE

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Submit To Endorser





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CDP
Civilian
Career Development Plan

Complete CDP Update Profile

Complete CDP

ENDORSER INFO -- [Back to Top](#)

Endorser Title:

* Endorser Rank/Grade:

* Endorser First Name:

Endorser Middle Initial

* Endorser Last Name:

Endorser Suffix:

* Endorser Email:

Submit to Endorser Save CDP (Do Not Submit) Cancel

COMPLETE CDP UPDATE PROFILE

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